

**GOVERNMENT OF ASSAM
OFFICE OF THE DIVISIONAL OFFICER**

.....
SHORT NOTICE INVITING TENDER

No.

Dated:

Sealed tenders, for technical and financial bids, in prescribed formats, affixing non-refundable court fee stamp of Rs. 8.25 (Rupees eight point two five) only from the intending Govt. Registered Contractors/ Firms etc. for implementation of the following schemes which will be received up to and opened on the same date at in presence of the tenderers or their authorized agents. Separate sealed and superscripted envelopes are to be used for both technical and financial bids and put them together in a single envelope. If due to certain unavoidable circumstances, the tenders cannot be opened on the aforesaid date, the same will be opened on the next working day. The qualified parties, only in respect of the technical bids, will be eligible for competing in the financial bids. Tender paper can be obtained from the office of the under signed from up toby depositing Rs..... only for each group in the form of IPO.

Detail terms and conditions, plan and estimate and particulars may be seen in the office of the undersigned on or before.....

Sl No.	Group No.	Name of work	Estimated Amount (Rs. In Lakh)	Earnest Money	Time of Completion	Sector	Name of District
1.							
2.							

Statutory clauses:-

- 1) The contractors/firms will have to quote rates **as per estimated rate, below or above on percentage basis** in prescribed tender forms issued by the undersigned.
- 2) Tender affixing court fee stamps with requisite earnest money is to be submitted for the works by Bank call deposit/ Bank draft/FD of any Nationalized Bank pledged to the Divisional Officer,..... No tender will be accepted without depositing the earnest money & VAT Clearance, labour license & other tax return certificate as admissible.
- 3) One bidder will be eligible for maximum 2(two) Nos of works.
- 4) Payment will be made as and when fund will be available against the scheme.
- 5) The tender should be submitted against each group of work separately.
- 6) The authority is not bound to accept the lowest tendered rate and reserves the right to reject the tender in part or whole without assigning any reason thereof.
- 7) Income tax return for last 3 years.
- 8) The contractors/firms shall quote rate considering the latest Govt. order, circular, notification on VAT/GST and Labour Cess.
- 9) Formal work order will be issued on receipt of acceptance of tenders only after verifying the original documents and signing an agreement with the undersigned. The work is to be completed within days from the date of issue of the work order.
- 10) Security deposit as admissible has to be deposited by successful tender in the form DD/FD duly pledged to the Divisional Officer,..... before issuance of the work order.
11. On completion, verification/inspection report of the Divisional Officer,..... and Deputy Commissioner.....; Forest Royalty clearance certificate (FRCC) from appropriate authority is necessary at the time of submission of FOC proposal.

Divisional Officer

Dated: